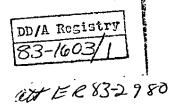
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22 June 1983

Mr. Loren A. Smith, Chairman Administrative Conference of the United States Suite 500 2120 L Street, N.W. Washington, D.C. 20037

Dear Mr. Smith:

This is to confirm telephonic response of this date to your 8 June 1983 memorandum that I will be representing this Agency at the 28 June briefing by Mr. Wright on the President's Management Improvement Initiatives--Reform '88. I want to thank you for the invitation and look forward to attending this briefing.

Sincerely,

Harry E. Fitzwater

Deputy Director

for

Administration

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2120 L STREET, N.W. SUITE 500 WASHINGTON, D.C. 20037 (202) 254-7020 83-2980

OFFICE OF

June 8, 1983

TO:

HEADS OF INDEPENDENT AGENCIES AND GOVERNMENT

CORPORATIONS

FROM:

Loren A. Smith, Chairman C

SUBJECT:

Briefing on the President's Reform '88 Initiatives

The Steering Committee of the Agency Management Information Group, an informal organization sponsored by the Administrative Conference, wishes to invite you and your principal management officer to attend a briefing on the President's Management Improvement Initiatives—Reform '88. The briefing will be given by the Honorable Joseph R. Wright, Jr., Deputy Director of OMB, and will be held in the Amphitheatre of the Federal Home Loan Bank Board, 1700 G Street, NW, from 2:00 p.m. to 3:15 p.m., on Tuesday, June 28th.

These Management Improvement Initiatives are the centerpiece of this Administration's efforts to manage the Federal establishment more efficiently. Mr. Wright will describe the Initiatives, discuss current successes and problems, and answer questions from the floor. Because of space limitations, we are able to extend this invitation only to you and to your principal management officer.

If you wish to attend, please give my office a call and confirm by letter. I look forward to seeing you on the 28th.

